

Task	Timeframe	People Involved/Invited	Lead	Status	Questions
Set up R10 internal planning meetings, develop agendas & prepare F/U actions/update actions table	March 28, April 4, April 12, April 17, April 25, May 2	Christine, Dave P, Dave C, Jenny/Alan/Jayne	Jayne	Done	Use Action Tracking Form as basis
NOAA & EPA Region sets up individual meetings with middle management.	April 2 (12:30 PST) for EPA; By April 9 for NOAA.	R10: Croxton, Psyk, Opalski & Powers with Lynda Hall	Christine for HQ & Allison for NOAA	Done for EPA	Key question: how serious is EPA's threat to withhold 319 funding and disapprove the program? How about with NOAA?
Set up call with Feds Only & develop agenda	April 9 at 11 AM PST	Allison (NOAA), Don (EPA HQ), Kelly (ORC), Alan, Jenny, Dave P, Dave C & Jayne (R10)	Jayne	Done	Developed draft agenda and distributed for comment on 3/26. Need to finalize agenda. Topics include explore options and thresholds, determining key messages (See Christine's email to make sure all of her concerns are covered). Include obtaining information on how DEQ uses EPA 319 funds & how DLCD uses NOAA funds.
EPA R10 sets up call with EPA HQ middle & upper management.	Between April 10-April 16	R10: Croxton, Psyk & Powers with Lynda Hall, Denise Keener	Bella		What is threshold for approval? In what conditions would EPA/HQ support withholding 319 funding and disapproving the program?
Set up meeting with NOAA & EPA upper management & develop agenda	April 17 from 8:30am-9:30am.	NOAA: Allison Castellan, Margaret Davidson, Joelle Gore; EPA: Dan Opalski, Dave Croxton, David Powers, Jennifer Wu, Jayne Carlin and Christine Psyk		Done	1) clarify whether withholding money is a real consequence; 2) identify what the minimum threshold is for approval—is it the same or different for the two agencies; and 3) what are acceptable potential options that Oregon could put on the table to gain approval.
EPA R10 meeting with DEQ	April 22 (time to be determined)	DEQ: Greg, Gene, Larry Knudsen (Atty); EPA R10: Jenny, Christine, Dan?	Jenny		Tag on to meeting on TMDL litigation. What are DEQ's plans for addressing remaining conditions given new developments? Is DEQ considering alternatives or just options laid out in DEQ's March 27th letter?

NOAA meeting with DLCD?			Allison		
Set up call with OR CZARA Feds & State agencies & develop agenda	April 24 at 9 AM PST	Allison (NOAA), Don (EPA HQ), Kelly (ORC), Christine, Alan, Jenny, Dave P, Dave C & Jayne (R10); Greg & Gene (DEC); Patty Snow (DLCD)	Jayne		Potential options to replace the Mid-Coast TMDL that satisfies the areas that need shoring up—i.e., roads, landslides, riparian buffers. What options are available to Oregon to gain approval even if they can't deliver the mid-Coast TMDL? Discuss thresholds and explore mechanisms that could meet thresholds. Develop key messages, agenda and background materials needed for governor's office meeting.
Set up RA meeting & develop agenda	April 29 at 11:15 AM PST		Christine	Done	Core Team with Psyk Making Presentation. Need to define core team.
Set Up Meeting with Governor's Office & Develop Agenda	May 1 at 1 p.m. PST	OR Governor's office: Richard Whitman, Natural Resources Policy Director; NOAA: Margaret Davidson, Acting Director, Office of Ocean and Coastal Resource Mngt & Joelle Gore, Acting Division Chief, Coastal Programs Division; ODEQ: Dick Pedersen; ODF: Doug Decker, Director, ODF; ODA: Katy Coba, Director, ODA; DLCD: Jim Rue, Director; EPA: Dennis McLerran, Dan & Christine	Christine	Done	
Deal with logistics of meeting at Governor's Office	Early April		RA Office Administrative Team		Check on conference call line. Location: Portland. May need to reserve a car for OWW as RA may be going in a separate vehicle.

Determine key messages & supporting materials for all the calls & meetings	Mid to Late April	1, 3, 4 & 6 Jenny with Feds Only Team; 2 & 5 Allison with Feds Only Team	Core Team		1) Revise background paper developed on 3/13 to include how NOAA/EPA funds are used in OR and impacts of reduced funding, clarify impacts on state authority if program is disapproved and letter chronology as appendix 2) Develop talking points/key messages 3) Develop Settlement Agreement One Page Summary 4) Compare DEQ letters and EPA Xmas Letter 5) Develop threshold for approval paper 6) Revised options paper
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last updated on 4/4/13 PM